

JOB TITLE/NUMBER _____ DEPT _____

SUPPLEMENT TO CITY OF RALEIGH EMPLOYMENT APPLICATION

This form is confidential and is used by the Personnel Department to obtain background investigation and compile Equal Employment Opportunity statistical data. Please **fully complete** relevant sections in **LEGIBLE PRINT** so that your application can be processed.

AUTHORIZATION TO CONDUCT BACKGROUND INVESTIGATION

I authorize the City of Raleigh, its contractors, and its agents, to contact orally or in writing any third parties to obtain information which the City of Raleigh or its agent deems necessary and appropriate in verifying my application and qualifications for employment. I specifically authorize the City of Raleigh, its contractors, and its agents to:

Obtain information from my present or former employers and any person or educational institution identified on my employment application, or developed as a reference from information supplied by me, concerning my work, academic records, character, or skills.

Obtain information from any state or local law enforcement agency and from U.S. Military authorities concerning my conduct, including Criminal History Records and Motor Vehicle Records.

I also request that these persons and institutions provide information to and cooperate with the City of Raleigh, its contractors, and its agents with respect to these requests for background information. I hereby waive any rights or claims I might have against all persons, firms, and corporations seeking information, including the City of Raleigh, its contractors, and its agents with regard to the acquisition, use, retention, or disclosure of any such information.

Name _____
LAST NAME FIRST NAME MIDDLE NAME MAIDEN NAME

Date of Birth _____ Sex _____ Race _____
MONTH DAY YEAR MALE FEMALE

Driver's Lic. No. _____ State _____ Type of License: CLASS A ___ B ___ C ___ CDL: CLASS A ___ B ___ C ___

PLEASE PROVIDE 10 FULL YEARS OF ADDRESSES BELOW: (Do not list post office boxes.)

Current Address _____
STREET OR RFD CITY COUNTY STATE _____ years ____ mo.
Length of time at residence

Previous Address _____
STREET OR RFD CITY COUNTY STATE _____ years ____ mo.
Length of time at residence

Previous Address _____
STREET OR RFD CITY COUNTY STATE _____ years ____ mo.
Length of time at residence

Previous Address _____
STREET OR RFD CITY COUNTY STATE _____ years ____ mo.
Length of time at residence

Previous Address _____
STREET OR RFD CITY COUNTY STATE _____ years ____ mo.
Length of time at residence

Are you a **current** employee of the City of Raleigh? YES _____ NO _____
Have you ever been employed by the City of Raleigh? List dates: _____

Have you ever served time in prison? Note: A "yes" response does not automatically disqualify you from employment since the date and nature of the offense and the type of job for which you are applying will be considered. YES _____ NO _____

Have you ever been convicted of a felony? Note: A "yes" response does not automatically disqualify you from employment since the date and nature of the offense and the type of job for which you are applying will be considered. YES _____ NO _____

APPLICANT'S SIGNATURE _____ DATE _____

(FOR OFFICE USE ONLY)

bg sent _____	CST appt _____	dl sent _____	cc sent _____	cc results: _____	start: _____	Supervisor: _____	Telephone: _____
results _____	results _____	dl results _____	Approved to apply for City permit _____				Not Approved to apply for City permit _____